

Eliot Chapel Board Meeting Agenda
August 10, 2021
(via ZOOM)

These minutes were approved at the Sept. 13, 2021 Board Meeting

Decisions in bold

Action items highlighted

Board members present: Paula Fulks (2022), Steve Harvey (2022), Claire Wyneken (2023), Toni Saunders (2023), Sara Fleming (2024), Kalen Ponche (2024), Steve Swift (2024), Barbara Gadon

Not Present: Chuck Schuder (2024)

Guests: none

Meeting was called to order at 6:40pm

Consent Agenda (5 min)

- **The board approved the consent agenda by voice vote**
- The board approved July 2021 meeting minutes.
- Affirmation of New Eliot members (Bylaws, Article III, Part A): None this month.
- Accepted Policy Monitoring Reports: (See [Policy Compliance Record](#))
 - 2.2.4 Investment performance review. - Toni and Sara
 - 2.5 Board Members Code of Conduct - Paula and Chuck

The new ends (10 Minutes)

- Sara and Kalen provided the board with an update on the congressional survey. **The board will see the final draft at the September board meeting.** The board discussed different ways of distributing information about the survey.
- Steve H. reported that he reached out with Mary Meihaus to coordinate a linkage event before the annual canvass in March.

Board Development (10 minutes)

- Upcoming Board Retreat August 27-28. Claire highlighted the covid cautions that will be included in the board retreat if it is held in person. She said the leadership would make a final decision shortly. The goal of the retreat is to build the board's relationships with one another. Other plans for the retreat include learning more about Eliot Chapel's social justice plans for the year ahead and learning about what responsibilities the board has. **Claire will follow up with Toddhall to ask questions about additional covid precautions.**
- IDI Report [Toni] **Toni asked everyone to complete the IDI by the end of the week. Toni will reach out to Chuck separately.**
- Google drive, issues to fix. The Board google drive has issues because people who were formerly on the board are still the owners or creators of those folders which leads to problems changing the folders. Going forward, an administrator will be the only person who can make a folder in the Board drive. Once documents have been finalized they will be saved as a pdf to prevent items from being changed later.

7:25 Treasurer's Report [Sara]

- The church year ended on good financial footing due to the PPP loan which was forgiven. Shared plate donations were down, which happens when people are not in person. The board also discussed that the number of people and families are down this year.

Lead Minister's Incidental Report -

- Rev. Barbara reported that many UU churches are struggling with what to do this fall due to the delta variant of covid. She said that the church is planning to open up and also offer live streaming services. She said that they are thinking about opening up in shorter amounts of time, just planning out four to eight weeks at a time. There was discussion over the possibility of an outdoor service to reconnect with one another while we can, in the event we might need to close back up. **Barbara shared plans to hold a congressional meeting to discuss the issue Aug. 22.**
- Barbara also shared that they have ordered live streaming equipment and planned to train someone to help with that.
- **Paula moved, and Steve seconded, and the board approved moving money to pay off the PPP loan.**

8:00 Unfinished Business (10 Min)

- [Items moved from Consent Agenda] NONE.

8:10 Meeting Summary, and looking ahead:

Process & Transparency Report -

Decisions/Actions Taken/Follow Up

- Adopted Consent Agenda.
- Toni asked everyone to complete the IDI inventory.
- Claire will reach out to Toddhall to get more information about their Covid procedures.
- Board approved transfer of money to pay off the PPP loan.

Assignments for September 14, 2021 Meeting

Policy Monitoring September Meeting

(See [Policy Compliance Record](#))

4.4, 4.5*, 4.7 - Barbara. (*4.5 is left over from June).

2.6 --- Claire and SteveS

8:20 Adjourn

Reminder Dates

- August 27-28 - Summer Board Retreat

- September 12, 2021 - Hoped-for Eliot ingathering date.
- September 14, 2021 - September Board Meeting
- October 2021 -- Congregational survey
- October 12, 2021 - October board Meeting
- February 8 2022 - Chair-Elect at Feb Board meeting (to be chair beginning 7/1/2023)
- March 2022 -- Proposed Board/Canvass event.